



## Request for City Council Committee Action From the Departments of City Clerk and Purchasing

Date April 23, 2002  
To Ways and Means Committee  
Prepared Gary Warnberg, Director, Purchasing  
Approved by Merry Keefe, City Clerk

**Subject** Official Publication No. 5855 - Bids for High Speed Refurbished Digital Copier

**Presenters in Committee** Merry Keefe, City Clerk or Steven J. Ristuben, Assistant City Clerk

### Recommendation

Acceptance of the low bid meeting specifications of Laser Resources LLC for an estimated expenditure of \$ 120,000.00 to furnish and deliver a Xerox DocuTech copier, as follows:

|        |   |                 |
|--------|---|-----------------|
| 1 each | Refurbished Xerox DocuTech Copier   | \$ 76,680.00    |
| 1 lot  | Estimated Annual Maintenance at .0059 copy after 1 year warranty<br>(Copy maintenance prices firm through April 30, 2005) | 35,400.00       |
|        | Tape Binding Material   | 120.00          |
|        | Staple Wire   | 65.00           |
|        | Network Charge  | per hour 125.00 |
|        | Staff Training at no charge   |                 |

Terms are net 30 days. F.O.B.: Copy Center, Room B27 City Hall, 350 South 5<sup>th</sup> Street, Minneapolis MN.

### Financial Impact (Check those that apply)

- ☐ No financial impact (If checked, go directly to Background/Supporting Information)
- ☐ Action requires an appropriation increase to the Capital Budget
- ☐ Action requires an appropriation increase to the Operating Budget
- ☐ Action provides increased revenue for appropriation increase
- ☐ Action requires use of contingency or reserves
- ☒ Other financial impact (Explain): Action is within Budget
- ☐ Request provided to the Budget Office when provided to the Committee Coordinator

### Background/Supporting Information

Tabulation of bids received on Official Publication No. 5855 for High Speed Refurbished Digital Copier for the Clerk Clerks Office is attached.

Please refer to enclosed Staff Memo for additional information.

cc: S. Ristuben  
R. Nubbe (approved by Civil Rights Contract Compliance)